

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

SCHOOL BOARD MEETING

May 20, 2013

6:30 p.m.

Present: Karen Trimble, John Fuhs, John Quast and Rebecca Morrison. Melissa Thompson, Joan Fritzler, Bob Antholine, Brenda O'Brien, and Kim Zabel were also present.

Jim Douglas arrived at 6:37 p.m.

Also in attendance: 13 people were in attendance as well as staff members: Candy O'Connell, Michele Whaley, Lynn Welscher, and Danielle Fischer.

CALL TO ORDER

Melissa Thompson, Superintendent, called the meeting to order at 6:30 p.m., read the Notice of the Meeting, led those in attendance in the Pledge of Allegiance, and noted that all members were present with the exception of Jim Douglas who would be arriving late.

Karen Trimble motioned to approve the agenda. John Quast seconded and the motion carried 4-0 on a voice vote.

Election of 2013-14 Board of Education Officers

The Board conducted an election of 2013-14 school year officers:

President: Rebecca Morrison moved to appoint Karen Trimble as President. John Quast seconded and the motion carried 5-0 on a voice vote.

Vice-President: Karen Trimble moved to appoint John Fuhs as Vice President. Rebecca Morrison seconded and the motion carried 5-0 on a voice vote.

Clerk: John Quast moved to appoint Rebecca Morrison as Clerk. John Fuhs seconded and the motion carried 5-0 on a voice vote.

Treasurer: Karen Trimble moved to appoint Jim Douglas as Treasurer. John Quast seconded and the motion carried 5-0 on a voice vote.

Appointment to 2013-14 Board of Education Committees

The Board appointed the following Board Members to the 2013-14 school year committees:

CESA 1 Delegate – John Fuhs

WASB Delegate – John Fuhs

Employee Relations – John Quast and John Fuhs

Teaching and Learning – Karen Trimble and Rebecca Morrison

Policy – Karen Trimble and Rebecca Morrison

Finance and Operations – John Quast and Jim Douglas

Celebrations and Commendations

Ms. O'Connell presented commendations for the champions of this year's Battle of the Books Competition. The 4th grade Ninja Readers winners were Allison van de Wetering, Emily Wartman, Grace Hecht, and Vanessa Laudon. The 5th grade Magical Readers winners were Kavan Sherman, Carson Poupore, Tommy Darrow and Cade Swalve.

Ms. Welscher presented the following parents with commendations for their volunteer work for SOAR: Bridget Thomas, Kelly Barthel, Patty Young, Shayne Staley, Dominique Hostetler, Suzanne Martin, Nina Ordway, Susie Polentini, Susan Moncrieff, Patti Wells, and Karyn Roelke.

Ms. Welscher also presented commendations to the Young Author Contest winners: Bobby Walsh, Katie Schoepel, Mark Schoepel, Rebecca Wells, Sydney Flesch, Avery Pitstick, Carson Poupore, and Leah Ackley.

Ms. Thompson then awarded Jeff Grunwald, Swallow Custodian, a commendation for completing the WASBO Facilities Management Certification Program.

Mr. Antholine presented the 2013-14 school year plans to implement the Next Generation Science Standards, Project Lead the Way, and Engineering is Elementary.

Citizens' Forum

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Mrs. Thompson provided the following information:

Enrollment Update – Current total enrollment remains steady at about 600. New Open Enrollment students will fill roughly 28 seats in the 2013-14 school year. The resident confirmed kindergarten number is still within the projection for the 13-14 school year.

Policy Edits – Mrs. Thompson explained the following policy edits: Policy 723.1 – Safety Drills; Policy 771.1 – Copyright; Policy 830 – Community Use of School Facilities, Administrative Guidelines; Policy 832 – Weapons on School Premises; Policy 882 – Relations with Law Authorities.

Support Staff Retirement – Ms. Thompson announced the retirement of Rosie Rice, Library/Media Aide, at the end of the 2012-13 school year.

Update on Staff Culture and Morale – Ms. Thompson addressed the Board on the culture of staff, the meeting with all staff, establishing the CORE (Community of Respect and Excellence) group made up of nine Swallow Staff, and shared the CORE group statement to the Board.

Principal's Report

Mr. Antholine provided the following information:

Staff Development Plan for 2013-14 – Mr. Antholine shared the staff development plan, feedback he has received, a chart of tentative committee teams, and a working time frame for the 2013-14 school year.

ACTION ITEMS

Approval of Minutes

Rebecca Morrison moved to approve of the following minutes: April 10, 2013—Regular Meeting, April 10, 2013—Executive Session, April 29, 2013—Policy Committee and May 6, 2013 – Employee Relations Committee Meeting. John Quast seconded and the motion carried 5-0 on a voice vote.

Monthly Accounts

John Fuhs moved to approve expenditures as presented in the amount of \$701,553 and receipts in the amount of \$82,517 during the month of April 2013. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

Approval of CESA Contract for 2013-14

John Quast moved to approve the CESA Contract for 2013-14 school year. Rebecca Morrison seconded and the motion carried 5-0 on a voice vote.

Open Enrollment Determination

Mrs. Thompson provided a brief overview of the process that was used during the May 16th Open Enrollment Lottery Draw.

Action on Grade Levels with Space Available

The Board moved to approve the applications to attend in grade levels with space available:

John Quast moved to approve 5 spaces in Kindergarten. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

John Fuhs moved to approve 1 space in 1st grade. Rebecca Morrison seconded and the motion carried 5-0 on a voice vote.

John Quast moved to approve 6 spaces in 2nd grade. John Fuhs seconded and the motion carried 5-0 on a voice vote.

Rebecca Morrison moved to approve 8 spaces in 3rd grade. John Quast seconded and the motion carried 5-0 on a voice vote.

John Fuhs moved to approve 8 spaces in 4th grade. Rebecca Morrison seconded and the motion carried 5-0 on a voice vote.

Jim Douglas moved to approve 3 spaces in 6th grade. John Quast seconded and the motion carried 5-0 on a voice vote.

Rebecca Morrison moved to approve 2 spaces in 7th grade. John Quast seconded and the motion carried 5-0 on a voice vote.

John Fuhs moved to approve 5 spaces in 8th grade. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

Approval of Waiting List Selection

The Board moved to approve waiting list students in grade levels with not enough space was available:

Rebecca Morrison moved to approve a waiting list of 15 students for Kindergarten. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

Rebecca Morrison moved to approve a waiting list of 9 students for 1st grade. John Fuhs seconded and the motion carried 5-0 on a voice vote.

Rebecca Morrison moved to approve a waiting list of 1 student for 2nd grade. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

John Quast moved to approve a waiting list of 1 student for 3rd grade. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

John Fuhs moved to approve a waiting list of 6 students for 4th grade. John Quast seconded and the motion carried 5-0 on a voice vote.

Rebecca Morrison moved to approve a waiting list of 4 students for 5th grade. John Quast seconded and the motion carried 5-0 on a voice vote.

Jim Douglas moved to approve a waiting list of 5 students for 6th grade. John Fuhs seconded and the motion carried 5-0 on a voice vote.

Rebecca Morrison moved to approve a waiting list of 4 students for 8th grade. John Quast seconded and the motion carried 5-0 on a voice vote.

Approval of Applications to Attend other Districts

Rebecca Morrison moved to approve the applications to attend other districts. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

Personnel

The Board reviewed and took action on the following items:

Approval of Health Insurance Plan Design for July 1, 2013 Renewal

Ms. Thompson explained the 2013-14 Health Insurance Plan Design options for the District and recommended the Board approve the Health Insurance Plan with modifications to the Prescription Drug Benefit. Jim Douglas moved to approve said Health Insurance plan for the 2013-14 school year. Rebecca Morrison seconded and the motion carried 5-0 on a voice vote.

Approval of Teacher Contract

Mr. Antholine presented the recommendation to the Board to approve Angela Lueck to fill the Special Education teacher position for the 2013-14 school year. John Quast motioned to approve the teacher contract for Ms. Lueck. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

First Reading of Policy Revisions

The following policies were presented for a first reading: The Swallow Employee Handbook; The Swallow Teacher Addendum to the Employee Handbook; The Swallow Non-Contracted Staff Addendum to the Employee Handbook; Policy 537 – Staff Development; Policy 610 – Limits of Administrative Authority; Policy 672 – Purchasing; Policy 684 – Audit; Policy 723 – Safety; Policy 731.3 – Use of Video Recording Systems; Policy 742 – Use of Equipment; Policy 762 – Vending Machines; Policy 821.2 – Directory Data; and Policy 850 – Solicitation by Outside Vendors, Organizations, or Individuals.

Second Reading of Policy Revisions

The following policies were presented for a second reading: Policy 110 – Educational Philosophy, Policy 420 – School Admissions, Policy 656 – Student Fees, and Policy 662.1 – Fundraising.

Waive Third Reading and Approve Policy Revisions

John Quast moved to waive the third reading and approve the following policies: Policy 110 – Educational Philosophy, Policy 420 – School Admissions, Policy 656 – Student Fees, and Policy 662.1 – Fundraising. John Fuhs seconded and 5-0 voice vote.

DISCUSSION ITEMS

Budget Development Update

Ms. Thompson addressed the development of the 2013-14 budget including the projected costs and projected capital improvement needs. Ms. Fritzler explained the projected budget and reminded the Board that in June more will be known and discussed and July will be when the preliminary budget is formally adopted.

Board Goals and Development for 2013-14

The Board discussed the structure and plan for developing the 2013-14 goals.

ANNOUNCEMENTS

Members of the Board will participate in the Graduation Ceremony on June 12, 2013 at 7:00 PM

Board members reviewed the calendar for future meetings and special events.

CLOSED SESSION

At 8:52 p.m. John Quast moved and Jim Douglas seconded to convene into Closed Session pursuant to Wisconsin Statute 19.85 (f), “Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Douglas-YES, Fuhs – YES, Quast – YES, Morrison - YES and Trimble - YES.

ADJOURNMENT

At 10:00 John Fuhs made the motion to adjourn which was seconded by Rebecca Morrison and carried 5-0 on a voice vote.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk